




CITY OF ROUND ROCK, TEXAS
REQUEST FOR PROPOSAL
BACA FITNESS CENTER EQUIPMENT RENTAL

RFP No. 12-038 Addendum No. 1 Date of Addendum: August 14, 2012

Please note the answers to questions, clarifications, revisions or additions to the solicitation referenced above.

1. Q: How will the equipment be insured?
A: **The City of Round Rock will carry replacement insurance on the equipment and list the supplier as a co-insured.**
2. Q: Should warranty and repair costs be listed separately on the cost proposal?
A: **The City seeks one monthly rental payment with the ability to call for service when a machine is malfunctioning. The City does not desire to be charged separately for the service calls. Respondents are advised to submit a cost proposal accordingly.**
3. Q: **Is the BACA Center open for daytime use only?**
A: Yes. The BACA Center is currently open Monday through Thursday 8:00 am – 7:15 pm and Friday from 8:00 am – 4:00 pm.
4. Q: Will special access accommodations be made for removal and installation of equipment?
A: **Yes. The BACA Center can be opened early or late to accommodate the equipment installation. Additionally, the facility is equipped with a loading dock.**
5. Q: Is all of the equipment to be removed and installed in the same day?
A: **Yes. The City would prefer a one-day installation.**
6. Q: Are different floor plan configurations acceptable?
A: **Yes. The City will consider alternate floor plans.**
7. Q: Are any additional site visits permitted?
A: **No.**
8. Q: If the vendor is the “owner” of the equipment through a leasing company and then rents the equipment to the City and the City pays the vendor 100% of the proposed rental agreement is this acceptable?
A: **Although this arrangement is not ideal the City will consider this option.**
9. Q: Is the BACA Center strictly for seniors?
A: **The BACA Center is open for all adults ages 21 and over. However, the majority of the clientele is over 50.**
10. Q: When does the BACA Center fitness area experience its heaviest traffic?
A: **The highest traffic occurs in the morning and over the lunch hour.**

11. Q: What are currently the most popular pieces of fitness equipment in the BACA Center?
A: **All cardio equipment.**
12. Q: Does the City seek to trade in the adjustable bench, the dumbbells and dumbbell racks not currently listed in the RFP?
A: **No. The City plans to keep these items. Only the items listed in the RFP are sought for a trade-in proposal.**
13. Q: Will the City consider a 3-year rental proposal rather than a 5-year rental proposal?
A: **The City prefers a 5-year rental per the solicitation specifications. However, the City will consider an alternate 3-year rental proposal if submitted in addition to the 5-year term and clearly marked "Alternate".**
14. Q: Will the City consider a down payment scenario to lessen the monthly payments?
A: **Yes.**

Approved by  _____
Joy Baggett, Purchaser

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED

Vendor

Authorized Signature

Date

RETURN ONE COPY SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.